IT EXECUTIVE ADVISORY COMMITTEE (ITEAC)
IT Resource Management Council (ITRMC)
April 6, 2010
Meeting Minutes
(approved by Committee June 8, 2010)

The April 6, 2010 meeting of the IT Executive Advisory Committee was held in Room 302 of the LBJ Building, 650 West State Street, Boise, Idaho.

ATTENDANCE
Members/Alternates Present:
Craig Potcher (Chair), Dept. of Fish & Game
Becky Barton-Wagner, Dept. of Insurance
Eric Beck, Dept. of Labor
Robert Butler, Industrial Commission
Michael Farley, Dept. of Health & Welfare
Glen Gardiner, Dept. of Water Resources
Troy Wheeler, Dept. of Education
Steve Wilson, State Controller's Office
Greg Zickau, Office of the CIO (non-voting member)
Shannon Barnes (alt), Idaho Transportation Dept.

Others present:
Sally Brevick, Office of the CIO
Carla Casper, Office of the CIO
Gail Ewart, Office of the CIO
Mike Guryan, Office of the CIO
Dave Manning, Idaho Transportation Dept.
Terry Pobst-Martin, Office of the CIO
Jared Tatro, Office of Performance Evaluations

APPROVAL OF LAST MEETING MINUTES
MOTION: Steve Wilson moved and Michael Farley seconded a motion to approve the meeting minutes from February 2, with one amendment; the motion passed unanimously.

ITEAC RESPONSIBILITIES
The committee discussed a motion passed at the last ITRMC meeting (February 24, 2010) which charged ITEAC with "monitoring changes in all communications technology, assessing the long-term impact of changes on the state's communications systems, integrating the changes into the strategic plan (in conjunction with OCIO), and presenting an annual report to ITRMC which must also be offered to the Public Safety Communication Governance Council." Craig noted, as he had at the ITRMC meeting, that the ITEAC was already doing some of this. Eric Beck commented on the broad meaning of "all" communications, Greg Zickau felt the motion was not intended to change the governance.

SETTING STANDARDS FOR HARDWARE AND SOFTWARE
Craig led a discussion on the role that ITEAC plays in approving policies, standards and guidelines. The following points were raised:

- ITEAC can identify and advise on projects and potential consolidation or collaboration efforts but the decisions are made by ITRMC and the OCIO.
- When considering enterprise architecture standards, the focus is on standards for business intelligence that take into consideration criteria such as interoperability, cost effectiveness, security etc., and whether each instance lends itself to multiple products or a single product.
- It is has always been the case that policies, standards and guidelines brought before ITEAC are not taken before ITRMC without the approval of this committee, however it was requested that earlier notice be given of when a policy is being considered for development, in order to allow for greater input by ITEAC members.

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- Future ITEAC agendas will reflect how many times a policy, standard or guideline has been brought before the committee for review.

CABLE IDENTIFICATION STANDARD

Mike Guryan introduced the committee to a Standard for identifying cables, the need for which came about during the restoration work on the Capitol. The labeling is an arduous process and agencies will not be asked to carry out labeling retroactively. Gail Ewart noted that there is a spatial database of all the facilities in the state with unique building IDs, and requested that these IDs be used in the labeling process. the cable information would not be publicly accessible.

MOTION: Eric Beck moved and Steve Wilson seconded a motion to forward the Cable Identification Standard to ITRMC for approval, with the added stipulation that retroactive labeling is not required; the motion passed unanimously.

STANDARD OF ETHICS

Terry Pobst-Martin introduced Policy 1100, "IT Professional Ethics", to the committee. Discussion included items that may be covered by state law or the Division of Human Resources and providing examples of wrongful behavior.

MOTION: Eric Beck moved and Becky Barton-Wagner seconded a motion for work to continue on the work on Policy 1100 – IT Professional Ethics; the motion passed unanimously.

SECURE SERVER DRAFT STANDARD & INITIAL ASSOCIATED GUIDELINE

Terry shared draft documents with the committee. Standard 3230 puts in place the Guidelines as actual requirements. There was some discussion about the use of "SQL database", this will be followed up for clarification with Steve Poeppe. A timeline is still to be determined by the Working Group, along with a reporting process.

IDANET/ MAN – UPDATE

Mike Guryan advised the committee that there is now connectivity between the four core routers at JRW, PTC, Labor and ISP so the physical layer 1 ring is in place to support the CMFONI VRF, which is still a few weeks from completion. The next step is to migrate and aggregate the WAN circuits. The negotiating of the contract amendment with Qwest was completed on March 12th, the GigE Circuit is due May 5th and the Dept. of Water Resources will migrate shortly thereafter. There are currently circuits for 30 locations on order. A DSL solution is still being sought for the 180+ circuits around the state. A favorable alternative, in terms of cost and support, is to terminate a VPN directly into the MPLS cloud, this will require the purchase of a public DSL circuit with a fixed IP address and business-class DLS service.

The priority for Phase 1 is working towards dropping the northern OC3s which will result in significant savings. The T1 modules and MGX will have no support beyond June 30 and the aim is to migrate the Verizon circuits before then. Phase 2 is to migrate CMFONI to a full MAN, the RFP is being created. The project is behind schedule with the WAN circuits scheduled to be completed by April 26 but this work will not start until May 5. There will be period of 12 weeks in which to migrate all the circuits.

NEW BUSINESS

Web Browsing Standards

Michael Farley raised a concern about ITRMC Standard 3110, "Internet/Intranet Web Browser", which requires agencies use only Internet Explorer (IE) versions 6 and 7, and suggested that changes in the industry now required some flexibility in this area. Terry Pobst-Martin advised the committee that she and Bill Farnsworth had also been considering this matter. One of the reasons the standard has been IE for so long is because a number agencies have been writing their web applications for IE and it becomes costly to write for several browsers. Terry noted, however, that IE is particularly vulnerable in terms of security and for that reason it

would be preferable to have more than one web browser option. Michael Farley volunteered input from the Dept. of Health and Welfare in reviewing the standard.

MOTION: Michael Farley moved and Becky Barton-Wagner seconded a motion to review and update Standard 3110; the motion passed unanimously.

Cloud Computing
Craig Potcher told the committee of a presentation by Microsoft regarding cloud computing, the significance of cloud computing having been previously brought to his attention by Gartner. The subject was raised at the last Enterprise Services Oversight Committee (ESOC) meeting where the Dept. of Labor advised they are currently researching cloud computing and might carry out a pilot project. A meeting will be arranged with Microsoft for the same presentation to be shown to members of ITEAC and ESOC.

NEXT MEETING
The next meeting is scheduled for June 1, 2010 from 1:30 to 3:00 in Room 302 of the LBJ Building in Boise.

Respectfully submitted,

Sally Brevick, Office of the CIO